

REGIONAL EXAMINER CRITERIA

January 2006 (Revised Feb 2010)

1. To **apply** to become a Regional Examiner, a candidate must:
 - Be at least 15 years old as of January 1st and have Pony Club level C1 or higher
 - Be 14 years of age and achieved the full C2 level – can then qualify to be on the examiners' list the following year
 - Have a current testing procedures manual and keep up-to-date addendums & records
 - Attend Regional Examiners' Clinic and successfully pass the course (both written and practical components)
 - Shadow a minimum of two tests at the appropriate testing level; 3 shadows is recommended (Rev 2010)

After meeting these criteria, **Examiners** (who are 15 years of age as of Jan 1st) **will be added to the current Regional Examiners' List**, so are **qualified to be a junior examiners** as soon as possible after following the completion of their shadow tests (Rev 2010).

2. To **upgrade** a level of testing, Examiners:
 - Must pass their own next testing level (e.g. C1 Examiner passes their C2 so is able to move up and is now able to test D2)
 - Are advised to shadow a test at the new level but it's not mandatory
 - Can examine at the new level but recommend not as Senior Examiner until after being on at least one panel at that level (i.e. in preceding example, a D2 panel)
 - May contact Regional Examiner Rep if shadow is desired
3. To **maintain** current level, Examiners must:
 - Attend one (1) Regional Examiners' Meeting in a 3-year period (eff. 2006)
 - Do three (3) tests in a 2-year period (e.g. 2008 – 2009) or attend a Regional Examiners' Clinic
 - Stay current on Testing Procedures, check CPC Website on a regular basis.
 - Be actively involved in the horse industry. Build on this.
 - Be positive and professional in their relationship with testing candidates. Never lecture or discuss a candidate's performance with others. Do their best to make testing a good experience whenever possible.

First Aid: St. John Ambulance must be current at all times.
C1/B St. John's Emergency/Pony Club First Aid
B2 up St. John's Standard Enhanced

Horse Council membership is mandatory for Pony Club members; recommended for others.

If this criteria is met, the Examiner remains on the Regional Examiners' List.

If this criteria is not met, the Examiner goes onto the Dormant List for a 1-year period. During this time, they will be notified of any Regional Examiner Clinics and will be reinstated if they attend.

After being on the dormant list for a year, if the Examiner does not update qualifications, they will be removed from the contact lists and will not receive any notification of clinics. To go back on the Examiners' List, they must contact the Regional Examiner Rep and attend the next Regional Examiner Clinic.